**CalServe Developmental & Sustainable
K-12 Service-Learning Partnerships**

Grant Renewal Application, 2004-05

Funding Provided by the
Corporation for National and Community Service,
Learn and Serve America

Due June 25, 2004

CALIFORNIA DEPARTMENT OF EDUCATION
CalServe Initiative
Youth Education Partnerships Office

1430 N Street, Suite 6408 ~ Sacramento, CA 95814
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Contents

2004-05 CalServe Partnership Grant Renewal Guidelines

Grant Overview
All CalServe Partnerships must complete a renewal application for 2004-05 funding. The funding amount for 2004-05 for each Developmental Partnership will remain at the same level as in 2003-04, and the required match will increase from 10 percent to at least 20 percent. Funding for Sustainable Partnerships will remain at the same level as in 2003-04, and the required match will increase to at least 60 percent of the total program budget. The funding year for this renewal will be September 1, 2004, through August 31, 2005.

Renewal Criteria

Satisfactory Progress
Funding for 2004-05 is not automatic but contingent upon availability of funds and satisfactory performance in achieving the outcome indicators described in the Local Educational Agency's (LEA's)2003-04 grant application. CalServe will base decisions regarding continued funding on the quality of narrative provided in this renewal process, the February 2004 Semi-Annual Report, the 2003-04 Local Evaluation Report, and information obtained through other sources such as site visits. If there are issues or questions regarding the renewal application, your CalServe liaison will seek clarification from the partnership coordinator and negotiate a resolution.

Notification of 2004-05 Grant Award
CalServe intends to notify partnerships of grant renewals in August 2004. During the summer, partnership coordinators may be asked to provide additional information to their CalServe liaison in order to have a complete renewal application. <u>Please provide a summer contact address, telephone number, and e-mail address for the partnership coordinator or someone familiar with the Renewal Application.</u>

CalServe Grantees' Meetings
CalServe requires service-learning coordinators to attend at least two statewide CalServe coordinator meetings each year. A grantees' meeting is tentatively scheduled for October 2004 at the Governor's Conference on Service, Volunteerism and Mentoring in Los Angeles, California. The annual CalServe Leadership Institute is scheduled for March 2005 to be held in conjunction with the National Service Learning Conference in Long Beach, California. Each partnership grantee is expected to bring a team of three to five members to this event. Include funding for travel expenses associated with these meetings in the budget and budget narrative.

Reporting Requirements
Grantees must comply with any state or federal reporting requirements. State requirements include a semi-annual progress report, a mid-year financial report, and an annual renewal application. Federal requirements include an annual data report to Learn and Serve America (LSA) on the number of student participants, grade levels, hours of service, number of participating schools, etc. Grantees must submit this information

directly to LSA using their Online Project Description Form. Details will follow in September 2004.

Local Evaluation and State Evaluation

Partnerships must provide an end-of-year local evaluation report that includes data and results on the outcome indicators of service-learning for students, teachers, schools, districts, and the community. Partnerships must also be willing to participate in state-sponsored evaluations to determine the impact of service-learning on students, schools and communities.

Coordinated Compliance Review (CCR) Process

Partnerships will participate in the California Department of Education's (CDE's) compliance monitoring process. Applicants should check with their district's CCR coordinator to determine the district's review cycle status.

Assistance to the State

All CalServe partnerships are expected to promote and advance service-learning. Some possible activities may include co-facilitating workshops and presentations with CalServe staff, and sharing knowledge and resources with other school-community partnerships that do not receive CalServe funds.

Participation in Regional Service-Learning Network Activities

Each partnership is required to participate in and support the activities of its Regional Service-Learning Network. Depending on the level of experience, participation and support may entail attending meetings and activities, facilitating discussions or presentations on service-learning at events, or assuming an active leadership role in the region.

Technical Assistance

A telephone conference information session will be conducted on May 20, 2004, from 9:00 a.m. to 10:30 a.m. from the CDE. This method of disseminating information will allow our Developmental and Sustainable partners throughout the state to participate in the telephone conference session. The telephone conference call-in number will be released before May 20, 2004.

You may also visit the CalServe Web site or contact the CalServe consultants for additional assistance: Mike Brugh at *mbrugh@cde.ca.gov* or (916) 319-0543; or Terry Shorey at *tshorey@cde.ca.gov* or (916) 319-0227. **Renewal applications must be received as an e-mail attachment by June 25, 2004, to Barbara Bell, *bbell@cde.ca.gov*. A fully signed hard copy of your application also must be mailed with a postmark on or before the same day.**

Funding Terms and Conditions

In the 2003-06 funding cycle, CDE receives approximately $2.5 million per year from the Corporation for National and Community Service (CNCS), Learn and Serve America (LSA). Of that amount, approximately $700,000 will be made available to support Developmental Partnerships each year for the three-year grant cycle, and $900,000 for Sustainable Partnerships.

Developmental Funding (Examples)

CalServe Funding 03-04	CalServe Funding 04-05	Match	Minimum Local Match 04-05	Total Program Budget
$30,000	$30,000	20%	$7,500	$37,500
$50,000	$50,000	20%	$12,500	$62,500
$80,000	$80,000	20%	$20,000	$100,000
$100,000	$100,000	20%	$25,000	$125,000

Sustainable Funding (Examples)

CalServe Funding 03-04	CalServe Funding 04-05	Percent Match	Minimum Local Match 04-05	Total Program Budget
$30,000	$30,000	60%	$45,000	$75,000
$50,000	$50,000	60%	$75,000	$125,000
$80,000	$80,000	60%	$120,000	$200,000
$100,000	$100,000	60%	$150,000	$250,000

Use of Funding

- Local partnerships may budget no more than 2 ½ percent of their grant funds for indirect costs. The CNCS allows the state to use no more than 5 percent of the CNCS grant for indirect costs and that percentage is shared between the CDE and the participating LEAs.

- Stipends, allowances, or other financial support may *not* be paid to any K-12 student participant except as reimbursement for transportation, meals, and other reasonable out-of-pocket expenses directly related to program participation. Minor expenses for identification of service-learning participants or recognition of excellent or outstanding participant service are allowed.

- CalServe grant funds may *not* be used to pay for food or refreshments other than associated with travel to service-learning activities included in this application.

- Adequate funds should be budgeted to support participation in one CalServe coordinators' meeting and the CalServe Leadership Institute (see page 2, CalServe Grantees' Meetings).

- At least 10 percent of the grant award must be set aside for evaluation and program quality assurance (see page 7, Evaluation, Accountability and Continuous Program Improvement).

Application Instructions

Please mail one original hard copy of your application to the following address postmarked on or before June 25, 2004:

> California Department of Education
> CalServe Initiative
> 1430 N Street, Suite 6408
> Sacramento, CA 95814

Please e-mail one electronic copy to bbell@cde.ca.gov by June 25, 2004.

Application Narrative
The Application Narrative must be no more than eight pages double-spaced, and consist of your **Progress-to-Date**, **Next Year's Plan**, and a **CalServe Partnership Abstract.**

Progress to Date and Next Year's Plan (8 pages maximum): Please address the following six items in the Application Narrative, including a discussion of both progress-to-date and next year's plan for each item. The time period for the Progress-to-Date narrative is January 1, 2004, through August 31, 2004. The time period for Next Year's Plan is September 1, 2004, through August 31, 2005. Prior to completing this narrative, review your original application submitted to CalServe in March 2003, the Semi-Annual Report submitted in February 2004, the 2003-04 Local Evaluation Plan, and the attached CalServe Partnership Sustainability Continuum.

1. Vision and Policy

- State the partnership's vision for service-learning and describe the overall plan to meet the vision's end-outcomes over the remainder of the grant period. The vision statement should include the key roles and benefits to community partners.

- Describe any critical issues or challenges the partnership has faced, and how you plan to overcome these challenges next year.

- Describe current school board policies or administrative directives in support of service-learning that have been established or are in development.

- Describe any districtwide surveys that (1) demonstrate interest in service-learning; and (2) indicate the degree to which service-learning (or related teaching methods like project-based instruction) is used as a teaching strategy across the district.

- Describe the partnership's work this year on achieving the overall policy goals for

service-learning and identify measurable goals for each of the remaining two years.

- Describe key outcomes for <u>Vision and Policy</u> on Form E, Local Evaluation Plan for 2004-05.

2. High-Quality Service-Learning

- Based on the district's vision for service-learning and an analysis of current school, district, and community needs and capacities, describe how high-quality service-learning has been integrated into the district's instructional practice and next year's plans to continue the integration.

- How will your initiative include opportunities for students from public and nonprofit private schools, and from diverse groups—age, race, gender, ethnicity, ability, economic background—to serve and study together? How will students from different grade-spans serve and study together?

- How has your partnership ensured that service-learning activities align with the five elements of the federal definition for service-learning?

- How have young people had a voice in determining community needs and service activities?

- How will service-learning be used as a strategy to teach and assess academic content standards and civic responsibility linking history, civics, and service?

- Using Form E, Local Evaluation Plan for 2004-05, describe key outcomes for <u>High-Quality Service-Learning.</u>

3. Training and Professional Development

- Describe how the partnership has executed the professional development plan presented in the original application. If new training needs have been identified, describe how they have been met or scheduled.

- How have youth, parents, and community partners been involved in the planning and participation in these events?

- Describe how the partnership has integrated service-learning into staff development activities provided by other programs.

- Using Form C, Summary of 2003-04 Professional Development Activities and Conference/Workshop Presentations, list activities and conference presentations that have or will have occurred between January 1 and August 31, 2004.

- Based on a needs assessment, recommendations from the local advisory committee and recommendations presented in the local evaluation report, describe next year's training and professional development plan for the partnership.

- Using Form E, Local Evaluation Plan for 2004-05, describe key outcomes for <u>Training and Professional Development</u>.

4. <u>Organizational Design and Leadership Capacity</u>

- Describe how effectively the partnership's (district and community) leadership and school site coordination structure has worked. If any changes have occurred, please explain.

- List specific examples of how the partnership's advisory committee has provided leadership, support, and resources.

- How will the partnership's leadership and organizational structure be expanded or changed in the next year? What new partners will be added and what role will they play?

- How will the role of youth leadership in the district be expanded next year?

- Using Form D, Summary of Proposed Key Activities During 2004-05, list next year's proposed events and activities.

- Using Form E, Local Evaluation Plan for 2004-05, describe key outcomes for <u>Organizational Design and Leadership Capacity</u>.

5. <u>Resource Development and Public Relations/Recognition Activities</u>

- Describe your current funding (both cash and in-kind) and resource development strategies, such as collaborating with community agencies or institutions of higher education and forming linkages to other district or county initiatives.

- Describe the results of this year's public relations and recognition activities.

- Describe next year's plans to expand your partnership's funding and resource capacity.

- Describe next year's plans for public relations and recognition activities.

- Using Form E, Local Evaluation Plan for 2004-05, describe key outcomes for <u>Resource Development and Public Relations/Recognition Activities</u>.

6. <u>Evaluation, Accountability and Continuous Program Improvement</u>

The primary purpose of the local evaluation should be to inform the school board and the district advisory committee as they guide and promote the efforts of the partnership. The evaluation process should be led by a local evaluation team and focus on two key areas: (1) the benefits of service-learning for students, teachers/schools and community; and (2) the monitoring of progress toward districtwide implementation of service-learning. Both of these areas are critical to the integration of service-learning into the culture of a school-community.

- Describe how the Local Evaluation Team has shaped and supported the 2003-04 evaluation process.

- Referring to the Local Evaluation Report to be submitted June 15, 2004, describe how it was used to develop this renewal application and to monitor continuous program improvement.

- How will you revise or expand the roles, membership, and activities of the local evaluation team for next year?

- Using Form E, Local Evaluation Plan for 2004-05, describe key outcomes for Evaluation, Accountability and Continuous Program Improvement.

- Using Form F, Service-Learning Participant Data for 2003-05, indicate the numbers of individuals and organizations involved in your partnership.

Form A—CalServe Initiative Partnership 2004-05 Renewal Cover Page
Please complete this form, noting any changes in contact information or leadership for your partnership, and have it signed by your superintendent or designee.

Form B-1 or **B-2—Budget**
Before completing the budget, please review Funding Terms and Conditions. "Other" contributions may be cash or in-kind such as services and facilities (with a dollar value assigned). Applicants may use private, local, state, or federal funds (other than CNCS funds), or in-kind resources for the match requirement. Program (non-administrative) costs include certificated or non-certificated personnel for program coordination, and other costs directly attributed to the implementation of the service-learning initiative. Claims for local indirect costs may not exceed 2 ½ percent. The difference between the LEAs standard indirect cost rate and the allowed 2 ½ percent may be considered part of the local match requirement.

Budget Narrative:
Budget Narratives must not exceed three pages single-spaced. Use the narrative to justify how the proposed budget expenditures will support high-quality, cost-effective service-learning activities described in the application narrative. The budget should not contain unexplained amounts for miscellaneous or contingency costs or unallowable line items such as student stipends or refreshments (see page 4, Use of Funding). The narrative should describe the basis used to estimate the total costs for each line item, and describe how each budget line item from Form B relates to the proposed program. Please provide specific information regarding roles, time base, salary of staff and consultants, and a clear description of services to be purchased. The budget should demonstrate evidence of, or ability to secure, the required match (20 percent for Developmental Partnerships and 60 percent for Sustainable Partnerships) for total program costs (total includes match). In addition, provide a brief description of non-CalServe funds and in-kind resources being used to support the K-12 service-learning initiative.

Form C, Summary of 2003-04 Professional Development Activities and Conference/Workshop Presentations
Provide a list of activities and conference presentations that have or will have occurred between January 1 and August 31, 2004.

Form D, Summary of Proposed Key Activities During 2004-05
Provide a summary of the key activities described in your narrative, and events that are representative of those that will be proposed over the second year of the grant. The purpose of the summary is to help the reviewers quickly grasp the essence and structure of the proposed initiative.

Form E, Local Evaluation Plan for 2004-05
Provide an evaluation plan that describes the kinds of evidence, strategies, and personnel that will document and report results of the end- and intermediate-outcomes described in each of the six application narrative sections.

Form F, CalServe Partnership Data for 2003-05
Provide CDE with the size and scope of the proposed CalServe Partnership. Estimate the number of participants and schools that will be involved in the proposed partnership during 2003-05.

CalServe Partnership Abstract (350-500 words)
Your CalServe Partnership abstracts will appear on CalServe's Web site and should be geared toward an audience that is unfamiliar with the demographics or other aspects of your partnership. Abstracts must be between 350 and 500 words in length.

Please include a short paragraph on each of the following items to appear in this order:

- Name and Overview: Your district/partnership name and a brief statement about the demographic and geographic characteristics of your district.

- Vision and Policy: An overall description of your district's vision and status of school board policy development for service-learning.

- Service-Learning Activities: Brief descriptions of the kinds of service-learning activities and focus areas found in the district.

- Community Partnerships: Description of key community partners' role in supporting your efforts.

- Organizational Strategies: Description of innovative district and community organizational strategies that make service-learning work.

- Web site: If you have a Web site, please include the address so that we may establish a link from CalServe's Web site at *http://www.cde.ca.gov/cr/sl*.

CalServe Initiative Partnership
Renewal Application Checklist

This checklist is included to help ensure that your application includes the necessary forms in the required order. The checklist is for the applicant's use and need not be submitted to CalServe.

All grant renewal applications must contain the following:

☐ **Form A:** CalServe Initiative Partnership 2004-05 Renewal Cover Page

☐ **Form B-1:** Sustainable Partnerships 2004-05 Budget <u>or</u>

☐ **Form B-2**: Developmental Partnerships 2004-05 Budget

☐ **Budget Narrative:** Three-page maximum (single-spaced)

☐ **Application Narrative:** Eight-page maximum (double-spaced) including the following components:

- Progress to Date and Next Year's Plan

- CalServe Partnership Abstract

☐ **Form C:** Summary of 2003-04 Professional Development Activities and Conference/Workshop Presentations

☐ **Form D:** Summary of Proposed Key Activities During 2004-05

☐ **Form E:** Local Evaluation Plan for 2004-05

☐ **Form F:** Service-Learning Participant Data for 2003-05

Please mail an original hard copy of your application on or before June 25, 2004, and e-mail one copy as a file attachment by June 25, 2004, to Barbara Bell at *bbell@cde.ca.gov*.

If you have any questions about the CalServe grant renewal application process, please contact your CalServe liaison by e-mail or by phone: Mike Brugh*, mbrugh@cde.ca.gov*, (916) 319-0543; or Terry Shorey, *tshorey@cde.ca.gov*, (916) 319-0227.

Form A   **CalServe Initiative Partnership**
                     2004-05 Renewal Cover Page

☐ Developmental Partnership   ☐ Sustainable Partnership

For the benefit of the public, educators, the media, legislators and other interested parties, CalServe includes information about each partnership on our Web page (*http://www.cde.ca.gov/ci/cr/sl*). Please compete this form and note any changes in contact information or leadership for your partnership.

LOCAL EDUCATIONAL AGENCY (LEA):	County-District Code:
Name/Title Of Fiscal Contact:	
Address:	
City:	Zip:
Telephone:	Fax:
E-mail:	Web Site:

Program Coordination Contact and Summer Contact

LEA OR ORGANIZATION THAT WILL PROVIDE PROGRAM COORDINATION:		
NAME AND TITLE OF PROGRAM COORDINATOR:		
ADDRESS:		
CITY:		ZIP:
TELEPHONE:	FAX:	E-MAIL
SUMMER CONTACT NAME:		SUMMER CONTACT TELEPHONE:
SUMMER CONTACT E-MAIL:		

Signatures/Approvals

Before completing certification, please review the Policies Related to Certifications and Assurances and Terms of Certifications that were provided with the original grant award in October 2003. By signing this page, the applicant certifies that the LEA agrees to perform all actions and support all intentions stated in the certifications and assurances.

I hereby certify that all applicable federal rules and regulations will be observed by this applicant; that to the best of my knowledge, the information contained in this application is correct and complete; and that this applicant hereby agrees to have its use of funds reviewed and/or audited according to the standards and criteria set forth in the CDE's Coordinated Compliance Review (CCR) Manual.

DISTRICT SUPERINTENDENT OR designee:	SUPERINTENDENT'S OR DESIGNEE'S SIGNATURE/DATE:
EXECUTIVE DIRECTOR OF organization responsible for PROGRAM COORDINATOR (IF OTHER THAN THE DISTRICT):	EXECUTIVE DIRECTOR'S SIGNATURE/DATE:
PROGRAM COORDINATOR'S NAME:	PROGRAM COORDINATOR'S SIGNATURE/DATE:

Form B-1 (Budget)

Sustainable Partnerships

2004-05 Budget

On the Budget below, indicate expenditures in categories and include up to three pages of Budget Narrative that further detail how these funds will be used and the source of match from the LEA and other organizations.

Note: CalServe Sustainable Partnerships must demonstrate <u>a local match of at least 60 percent of the total program budget</u> (CalServe funds and match). Districts operating CalServe Partnerships are required to report expenditures in accordance with the object classification plan in the *California School Accounting Manual.* The use of these object codes will facilitate the preparation of budgets and the mid-year and year-end financial reports requested by CalServe. This budget page reflects typical service-learning expenditures. For guidelines and requirements on the appropriate use of funding, please refer to the CDE General Assurances and CNCS General Grant Provisions that are available on the CalServe Web site at *http://www.cde.ca.gov/ci/cr/sl* .

District:		CDS code:				
Amount requested:		Fiscal contact person:				
Object of Expenditure Codes	CalServe <u>LSA K-12</u>	Sources of required match at 60% (Cash or In-kind service)				Budget Item Total
		<u>District funds</u> *(A.D.A., state or non-CNCS federal categorical)*	<u>Public sector</u> *(e.g., forest service, police department)*	<u>Non-profit</u> *(e.g., community-based org. or foundation)*	<u>Private sector</u> *(e.g., business partner)*	
1000 Certificated Salaries						
2000 Classified Salaries						
3000 Employee Benefits						
4000 Books and Supplies						
5000 Services and other operating expenditures (other than Travel and Evaluation expenditures)						
5200 Travel & conferences (not related to evaluation)						
Evaluation (at least 10% of grant amount) 5100: Consultant contracts 5200 Travel 5800 Other services & operating expenditures						
Total of direct charges above						
Indirect Charges (2.5% cap)						
Total	CalServe Request					**Total Program**

Form B-2 (Budget)

Developmental Partnerships

2004-05 Budget

On the Budget below, indicate expenditures in categories and include up to three pages of Budget Narrative that further detail how these funds will be used and the source of match from the LEA and other organizations.

Note: Year Two CalServe Developmental Partnerships must demonstrate a local match of at least 20 percent of the total program budget (CalServe funds and match). Districts operating CalServe Partnerships are required to report expenditures in accordance with the object classification plan in the *California School Accounting Manual.* The use of these object codes will facilitate the preparation of budgets and the mid-year and year-end financial reports requested by CalServe. This budget page reflects typical service-learning expenditures. For guidelines and requirements on the appropriate use of funding, please refer to the CDE General Assurances and CNCS General Grant Provisions that are available on the CalServe Web site at *http://www.cde.ca.gov/ci/cr/sl*

District:	CDS code:				
Amount requested:	Fiscal contact person:				
Object of Expenditure Codes:	CalServe LSA K-12	Sources of required match at 20% (Cash or In-kind service)			Budget Item Total
		District funds *(a.d.a., state or non-CNCS federal categorical)*	Public sector *(e.g., forest service, police department)*	Non-profit *(e.g., community-based org. or foundation.)*	Private sector*(e.g., business partner)*	
1000 Certificated Salaries						
2000 Classified Salaries						
3000 Employee Benefits						
4000 Books and Supplies						
5000 Services and other operating expenditures (other than Travel and Evaluation expenditures)						
5200 Travel & conferences (not related to evaluation)						
Evaluation (at least 10% of grant amount) 5100: Consultant contracts 5200 Travel 5800 Other services & operating expenditures						
Total of direct charges above						
Indirect Charges (2.5% cap)						
Totals	CalServe Request					**Total Program Budget**

Form C

Summary of 2003-04 Professional Development Activities
and Conference/Workshop Presentations

Please use this form to list key Professional Development Activities and Conference/ Workshop Presentations that have been or will have been conducted between January 1 and August 31, 2004. Also indicate the number and types of individuals involved.

LEA Name:	Person completing this form:

Event Date	Event Title Event Location	Number of Individuals					
		Teachers	Youth	District Admin.	Community Partners / Parents	Elected Officials	Other
	Totals						

Form D

CalServe Partnership
Summary of Proposed Key Activities During 2004-05

Name of LEA: _____

Please describe key activities/events that will occur in 2004-05. Please limit this summary to two pages. You may submit this information in your own format if you prefer. Provide enough detail to help the renewal application reviewers understand the general scope of key activities that are envisioned. Include key activities that will be implemented during the 2004-05 school year such as in-service trainings, outreach activities to involve schools, parents/families, community members, private business, other CNCS grantees, or institutions of higher education.

Key Activity Dates	Key Activity Descriptions	Lead Organization or Individual	Target Audience (e.g. youth, teachers, administrators, community partners, elected officials etc.)

Form E

Local Evaluation Plan for 2004-05

LEA Name _____

Please use this form to develop a plan for evaluating each of the outcome indicators proposed for the application narrative sections.

Section 1 - Vision and Policy				
End-Outcome Indicators (Benefits to Participants or Community)	Data Collection from Output Indicators (*Results and Products*)	Personnel	Program Evaluation Process	Timeline

Section 2 – High-Quality Service-Learning				
Intermediate-Outcome or Output Indicators	Data Collection from Output Indicators (*Results and Products*)	Personnel	Program Evaluation Process	Timeline

Section 3 – Training and Professional Development				
Intermediate-Outcome or Output Indicators	Data Collection from Output Indicators (*Results and Products*)	Personnel	Program Evaluation Process	Timeline

Section 4 – Organizational Design and Leadership Capacity				
Intermediate-Outcome or Output Indicators	Data Collection from Output Indicators (*Results and Products*)	Personnel	Program Evaluation Process	Timeline

Section 5 – Resource Development and Public Relations / Recognition Activities				
Intermediate-Outcome or Output Indicators	Data Collection from Output Indicators (*Results and Products*)	Personnel	Program Evaluation Process	Timeline

Section 6 – Evaluation, Accountability and Continuous Program Improvement				
Intermediate-Outcome or Output Indicators	Data Collection from Output Indicators (*Results and Products*)	Personnel	Program Evaluation Process	Timeline

Form F:

Service-Learning Participant Data for 2003-05

LEA	County-District code:
Name /Title of Person completing this form	

In which setting does your partnership operate? ☐ **Rural**   ☐ **Suburban**   ☐ **Urban**   ☐ **Mixed**

Current and Projected Data

Student Participants	Total in District 2003-04	Indicate the total number of participants for each year	
		03-04 Actual	04-05 Projected
Students in Grades K-5			
Students in Grades 6-8			
9-12 Students at Comprehensive High Schools			
9-12 Students at Alternative Settings			
K-12 Students in After School Programs			
TOTAL STUDENTS			

School Employees	Total in District 2003-04	Indicate the total number of employees involved in service-learning for each year	
		03-04 Actual	04-05 Projected
Teachers			
Administrators/School Board Members			
Other School Staff			
TOTAL SCHOOL EMPLOYEES			

Parents and/or Family Members	Total number of individuals involved in service-learning for each year	
	03-04 Actual	04-05 Projected
TOTAL PARENTS / FAMILY MEMBERS		

Community Representatives	Total number of individuals involved in service-learning for each year	
	03-04 Actual	04-05 Projected
Non-faith-based community organizations		
Faith-based organizations		
Private non-profit K-12 schools		
Public agencies		
Businesses		
AmeriCorps members		
AmeriCorps VISTA		
Senior Corps (RSVP, Foster Grandparents, Senior Companion)		
Seniors and Youth Engaged in Service (SaYES)		
Other senior citizens		
Legislators and community officials		
TOTAL COMMUNITY REPRESENTATIVES		